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AN AID TO THE  
**Woman Voter**  
IN MISSOURI

*Mary E. Bulkley*

ENDORSED BY

Missouri Federation of Women's Clubs  
Women's Christian Temperance Union  
Missouri Women's Council of Defence  
The Lady Maccabees  
P. E. O.

Missouri Equal Suffrage Association  
St. Louis Equal Suffrage League  
St. Louis Business Women's  
Suffrage League





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# Table of Contents

	Page
1. Preface by Dr. Anna Howard Shaw-----	4
2. Introduction -----	5
3. Chapter One. Political Parties and Machinery-----	7
Uses of Ballot. Party Committees. Party Conven- tions. Process of Voting. Primaries. Elections. Challengers. Watchers. Chart of Party Government.	
4. Chapter Two. County and Township Organization---	13
(For the Rural Voter.) Political Divisions of Mis- souri. Township Organization. County Government. School Organization.	
5. Chapter Three. State Government-----	19
(For Rural and City Voters.) Chart of State Govern- ment. The State Constitution. State Legislature. Legislative Committees. How Laws Are Made. The Initiative. The Referendum. Administrative Branch. Duties of Governor. State Boards. Executive Of- ficers. Judicial Branch.	
6. Chapter Four. Federal Government-----	27
(For Rural and City Voters.) Chart of Federal Government. Divisions of Federal Government. Map of Congressional Districts. Legislative. Executive. National Nominating Convention. Presidential Term. Vice-President. Powers of the President. Cabinet. Judicial Branch. U. S. Supreme Court.	
7. Chapter Five. General Remarks on City Government--	35
Population of Eleven Cities 1916. Classification of Cities.	
8. Chapter Six. The City of St. Louis. Chart of St. Louis Government -----	37
9. Chapter Seven. Kansas City-----	49
10. Chapter Eight. The City of St. Joseph-----	53
11. Chapter Nine. The City of Springfield-----	57
12. Chapter Ten. The City of Joplin-----	61

## Preface

The triumph of right over might and of democracy over autocracy cannot bring lasting peace to mankind unless the essential part of democracy is recognized; that all are equally interested in their social and political life, and that all have a right to a voice in the Government and in the conduct of their affairs.

In order that this voice may become effective, it is the duty of every citizen to acquire a knowledge of the machinery as well as the underlying principles of Government.

Democracy means more than the right of citizens to participate in Government. It signifies intelligence and order, law as well as freedom. Law and liberty are as inseparable as are the soul and body, and neither can reach its highest realization in life without the other.

To aid in acquiring the knowledge essential to the direction of public affairs is the purpose of this manual.

(Signed) ANNA HOWARD SHAW.



## Introduction

In the Missouri Red Book for 1917, it is stated that there are in the state over one and one-half millions of women. Of these about one million are eighteen years and over. Most of these will be, when Missouri enfranchises her women, eligible to the vote. Of these almost one-quarter million are breadwinners, and none of them can have any public or effective voice as to conditions in her home, school, factory, office or shop, without the vote.

Unless something at present unforeseen intervenes, the enjoyment of the privileges and solemn responsibilities of real citizenship will soon be theirs, and many women are inquiring where they may obtain the information they know is necessary to have before they can use their vote intelligently.

The hope that they may find here the answers to their questions is the reason for this booklet. The author begs especially that the chart showing the working of party machinery be carefully studied by all who wish to have their vote effective in addition merely to having a vote.

Thanks are due the St. Louis Public Library Board for permission to copy the municipal chart, to Prof. Isidor Loeb of the University of Missouri, to Mrs. Jules Rosenberger of Kansas City, to Mrs. W. K. James of St. Joseph, Mrs. Ralph Putnam of Joplin, Mrs. E. M. Shepard of Springfield, Mr. and Mrs. E. M. Grossman, Lucille B. Lowenstein and Miss E. Bobb of St. Louis for their generous interest and assistance.

While the book is intended primarily for the woman voter it is the author's modest hope that even men may find the information of some worth to them.

November, 1918.



## CHAPTER I.

### POLITICAL PARTIES AND MACHINERY.

Why I am interested in the ballot.

Because the ballot is the only efficient way in which public opinion may be expressed.

Because I am<sup>a</sup> a member of the community and am affected by its conditions in my home, farm, office or workshop, whether I work, play or travel.

Whether I pay tax bills or not, as a consumer, I pay indirect taxes for the support of my government.

As part of the community, I am responsible for its attitude and actions, and it is therefore my duty, as well as my privilege, to inform myself so that I may express myself intelligently upon public questions. In other words, I must learn, when speaking of the government, to say "we," never "they."

#### *Political Parties.*

First, I must learn to understand the workings of the machinery by which my vote (which is the expression of my opinion) is registered. To do this, I must learn something of the principles and methods of the political parties.

Political parties are not recognized by the Constitution of the United States. Party divisions, however, soon arose after the adoption of the Constitution. Usually there are two great parties, frequently three. These parties are the result of differences in opinion over certain principles and methods, such as whether taxes are to be for the purpose of raising revenue or whether they shall, in addition, encourage or "protect" certain industries by discouraging foreign importations; whether the authority of the Federal Government or of individual



states is to be paramount. The changing conditions of life and industry continually bring new alignments.

Political parties are not referred to in most state constitutions. Their machinery is frequently "extra-legal" or "extra-constitutional," i. e., adopted as generally helpful to the conduct of political affairs, although not legally authorized.

A political party must do two things: Express the views and formulate the principles of those groups who, because they think alike, form a certain party. The party is also supposed to pledge to the public the faithful observance of these principles. The party must maintain as complete an organization as possible. It is charged with the conduct of campaigns and the raising of party funds. The party committees are now legally obliged to make public the sources and expenditures of these funds.

### *Party Committees.*

The management of party affairs is in the hands of committees. They are in practical conduct of the campaigns, and there are as many different committees in the same party as there are territorial divisions, viz.: National, State, District (Congressional, Senatorial and Judicial), County, City and Ward.

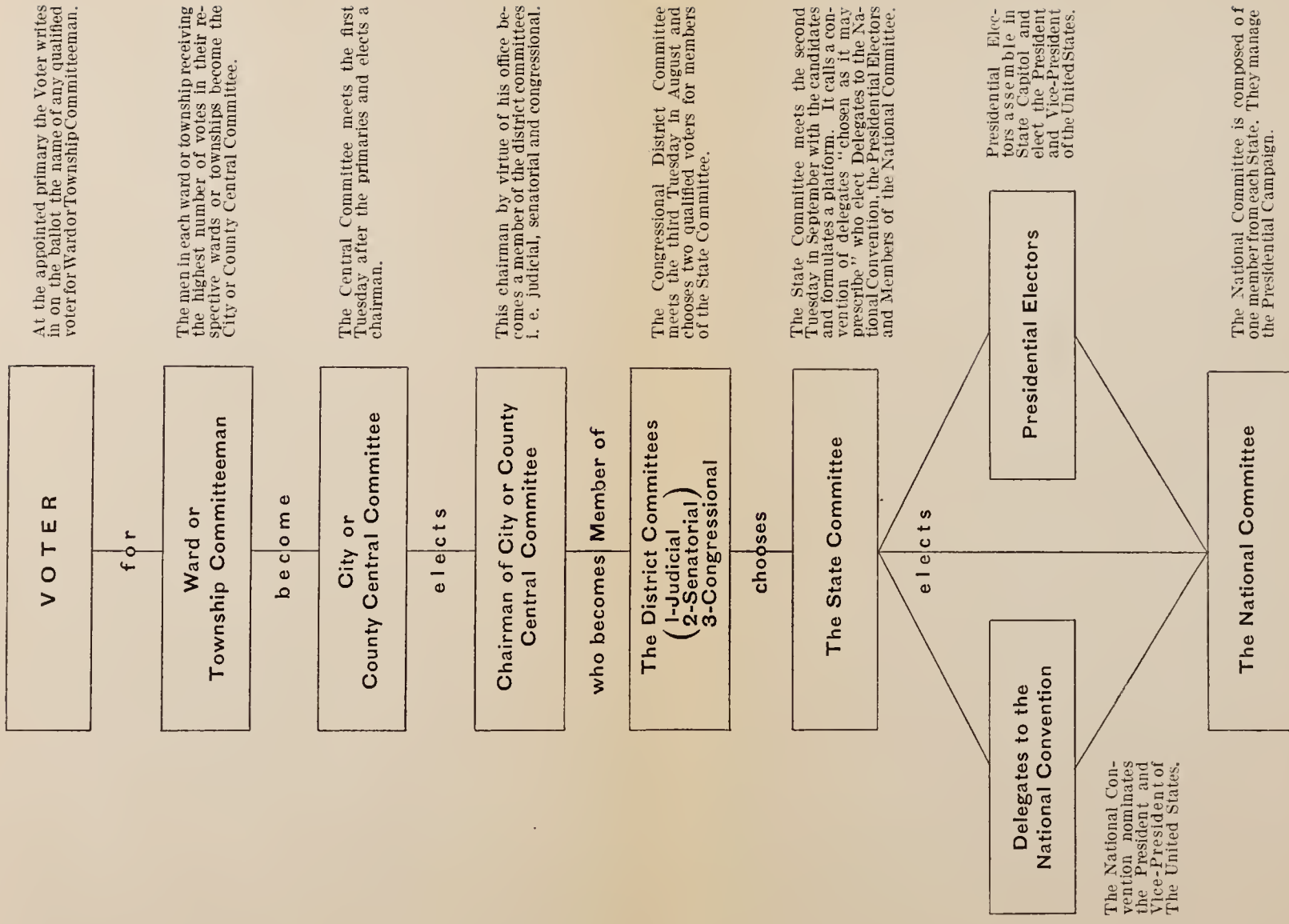
The National Committee acts for the states in national campaigns. It is composed of one member from each state, chosen at the State Convention preceding the national election.

The State Committee is chosen by the Congressional District Committeemen, two from each District.

The Congressional District Committeemen are chosen by the County Committee and the City Committee of any city lying within the Congressional District, the Chairman of the County Committee becoming by virtue of his office a member of the Congressional, Senatorial and Judicial Committees of the District in which his County, or City Ward, is a part.



# The Party Machine





When a Congressional District consists wholly of one county, the members of that County Committee or the members of such City Committees (if the Congressional District should lie within certain city wards) shall constitute the Congressional Committee of that District. The County and City Committees are chosen at the Primaries by the voters writing in the name of anyone they choose in a blank space left on the ticket of their party for that purpose. Each ward elects one committeeman, each rural township elects one. In all counties two names may be written in at the discretion of the County Committee.

These committees have power to fill vacancies occurring on the tickets.

The State Committee of any political party may call a convention of delegates, selected as it may prescribe, for nominating presidential electors and for electing delegates to national conventions and members of national committees.

#### *Party Conventions.*

The National Convention will be treated of in the article on the Federal Government. The State Convention is as follows: On the second Tuesday of September at Jefferson City, the newly chosen State Committee meets and elects a Chairman, Secretary and Treasurer. Being thus organized, it holds a meeting with the newly chosen candidates for state offices; and the committee and the candidates formulate a State Platform which they are obliged to make public the next day.

#### *Process of Voting.*

For convenience every county and city is divided into election districts, each with its separate polling or voting place. These are called precincts and are supposed to contain about four hundred voters.

Elections are in charge of officials called Judges and

Clerks. In the cities of St. Louis and Kansas City, where there is a Board of Election Commissioners, these officials are appointed by them. In the rural districts and in other towns and cities they are appointed by the County Court. In St. Louis, by the law, they must be men "of good repute and character, able to read and write English" and must live or do business in the precinct of which they have charge.

### *Registration.*

Registration is done on a certain fixed date before the Primary Elections. This date is announced in the newspapers. It is necessary in Missouri only in those cities with population over twenty-five thousand—St. Louis, Kansas City, St. Joseph, Joplin and Springfield.

To register it is first necessary to find in which of the wards and precincts, if in a city, the intending voter lives.

The voter must have resided in the state for at least one year immediately preceding the election, and in the county, city or town at least sixty days preceding.

To register is for the voter to inscribe her name and address, etc., in a book provided for that purpose, called a Poll or Registration Book. The purpose of this registration is to insure that only duly qualified persons shall vote.

### *Primaries.*

Missouri has what is known as the Direct Primary. A primary of this kind is really a preliminary election to determine from among the various party candidates who have presented petitions to be so considered, who shall be the party's choice to represent it as its candidate, at the coming election.

The primaries for all National, State, District and County offices are held on the first Tuesday of August, preceding the November election. For municipal offices



they are held in March, four weeks before the City and School elections.

### *To Vote at a Primary.*

The voter goes to the polling place, gives her name and address to those in attendance and is identified as having properly registered when registration is required. She asks for the ballot of her chosen party, and it is given her unless her vote is "challenged," that is, unless she is required to prove she has fulfilled all the requirements as to party affiliation and length of residence. The ticket is marked with the judge's initials. The voter goes into a private booth to prepare her ticket. When prepared it is given to the judges and is marked by them with its number, and the name of the voter must be audibly announced by them. The ballot is written in the Poll Book with its number affixed. The ballots are prepared by the County Clerk, except in St. Louis and Kansas City, where they are prepared by the Board of Election Commissioners.

### *Challengers.*

Challengers are representatives of the two parties casting the greatest number of votes at the preceding election. Each challenger sits near the judges and has a right to complain if he believes the votes are being irregularly cast. At the counting of the votes each of the parties has a right to two watchers of the count.

### *Canvassing or Counting the Votes.*

The votes for the different party candidates being counted by the sworn judges and clerks, the candidate receiving the highest number of votes in each party is declared the nominee or candidate of that party for the office to be filled.

*Remarks on the Primary.*

The direct primary was promoted by those who recognized the evils inherent in the old system of nominating candidates by party conventions and was expected by all to be a great improvement upon the old way. It is now generally recognized that it, itself, is a failure. Undoubtedly it will, in turn, be replaced by some improved method. The most promising method which is now claiming attention is that of "Nomination by Petition with Proportional Representation." This will do away with the primary altogether. Information about this method may be obtained by applying to the "Proportional Representation League," Philadelphia, Pa., for leaflet No. 5, price 5 cents.

*Elections.*

The election is then held after the campaign which follows the primary.

Elections like the primaries are in charge of judges and clerks, and follow the same general methods. At elections the voter is given the ballots of all the different parties and in the private booth has the privilege not only of scratching out the names of candidates displeasing to her, but also of writing in the names of any candidates for the same office appearing on any of the other tickets.

Polls open at six in the morning and close at seven in the evening in the cities. In the rural districts there is the proviso "that should the sun set after seven" they shall remain open until sunset. At the close of the election the votes are counted by the judges and clerks, who make an official list of the number of votes each candidate receives.

The results from the different polling places are added together at a central place, and the candidate receiving the highest number of votes is declared elected.

CHAPTER II.  
COUNTY AND TOWNSHIP ORGANIZATION.  
*(For the Rural Voter.)\**

My State of Missouri is one of the equal and sovereign states which make up this nation.

It became a state in 1820 and is divided into one hundred and fourteen counties and the City of St. Louis.

The capital is the City of Jefferson and the five largest cities are St. Louis, Kansas City, St. Joseph, Joplin and Springfield.

*Township Organization.*

The township in which I live is either

- (1) Municipal or
- (2) Incorporated.

(Note:—Strike out the one which does not describe yours.)

A municipal township has its officers as part of the county government. It can have no matters of its own to attend to, nor own any buildings or property. Most townships in Missouri are of this description. If it is municipal, I may vote for two justices of the peace, elected for four years, and a constable at least for two.

These offices are filled by:

Justice -----  
Justice -----  
Constable -----

The incorporated township has a right to hold property and make contracts. It also has power relating to its roadways, etc. It has more officers than the municipal

\* In order that this booklet may not become out of date and also to encourage the student to ask questions, blanks are left to be filled with names of present incumbents in offices.



township, for in addition to the two justices of the peace and the constable it has a Township Trustee and a Board of Directors, a Clerk and a Town Collector, all elected for two years.

These officers are:

Township Trustee -----  
 Board of Directors Member -----  
 Board of Directors Member -----  
 Clerk -----  
 Assessor -----  
 Justice of the Peace -----  
 Justice of the Peace -----  
 Constable -----

### *County Government.*

The county is a political division created by the state to administer certain local affairs.

My county is -----.

The county seat is -----.

The public authority for my county is the county court, composed of three elected members called judges. The presiding judge is elected for four years, the associates for two years. They are:

1. -----
2. -----
3. -----

Their salary is \$-----

The presiding judge is -----

The duty of this court is to carry out the laws made by the state legislature.

It attends to all county affairs, authorizes expenditures,



provides taxes, constructs county buildings, has charge of county poor, opens roads, builds bridges, licenses saloons, gives permits for railroads and telephones, supervises elections and selects juries. It is obliged to meet at least once in three months.

Other county officers elected are:

1. The Clerk of the County Court-----paid-----  
annually.
2. The Circuit Clerk -----paid-----  
He is clerk for the Circuit Court, a judicial body.  
In counties of less than 100,000 these offices of Circuit Clerk  
and Recorder of Deeds may be held by one person.
3. The Recorder of Deeds -----paid-----  
He attends to recording all documents required by the state  
laws to be recorded.
4. The Sheriff -----paid-----  
He is entrusted with the preservation of law and order and  
the serving of legal papers.
5. The Prosecuting Attorney -----paid-----  
He prosecutes all violations of the law.
6. The Assessor -----paid-----  
He fixes valuations of property on which taxes are to be  
laid.
7. The Collector -----paid-----  
He attends to collection of taxes.
8. The Coroner -----paid-----  
He takes charge of any death caused by accident, suicide  
or homicide and calls a jury to affix the blame.
9. The Treasurer -----paid-----  
He handles the county money.
10. The Highway Engineer -----paid-----  
He plans the roads, bridges and public works.
11. The County Superintendent of Schools-----paid-----  
He is responsible for the conduct of the schools.
12. The Probate Clerk -----paid-----  
He has charge of wills and other matters relating to estates.

13. The Public Administrator -----paid-----  
 He attends to the estates of those having no other legal administrator.
14. The Constable -----paid-----  
 He is attached to the Justice of the Peace Courts to carry out their orders.
15. The Surveyor -----paid-----  
 He makes official surveys and where there is no Highway Engineer performs the duties of that office.

These officers are elected for four years, except two members of the county court, the constable, the prosecuting attorney, who are elected for two years.

The Highway Engineer may be elected for one year only.

### *School Organization.*

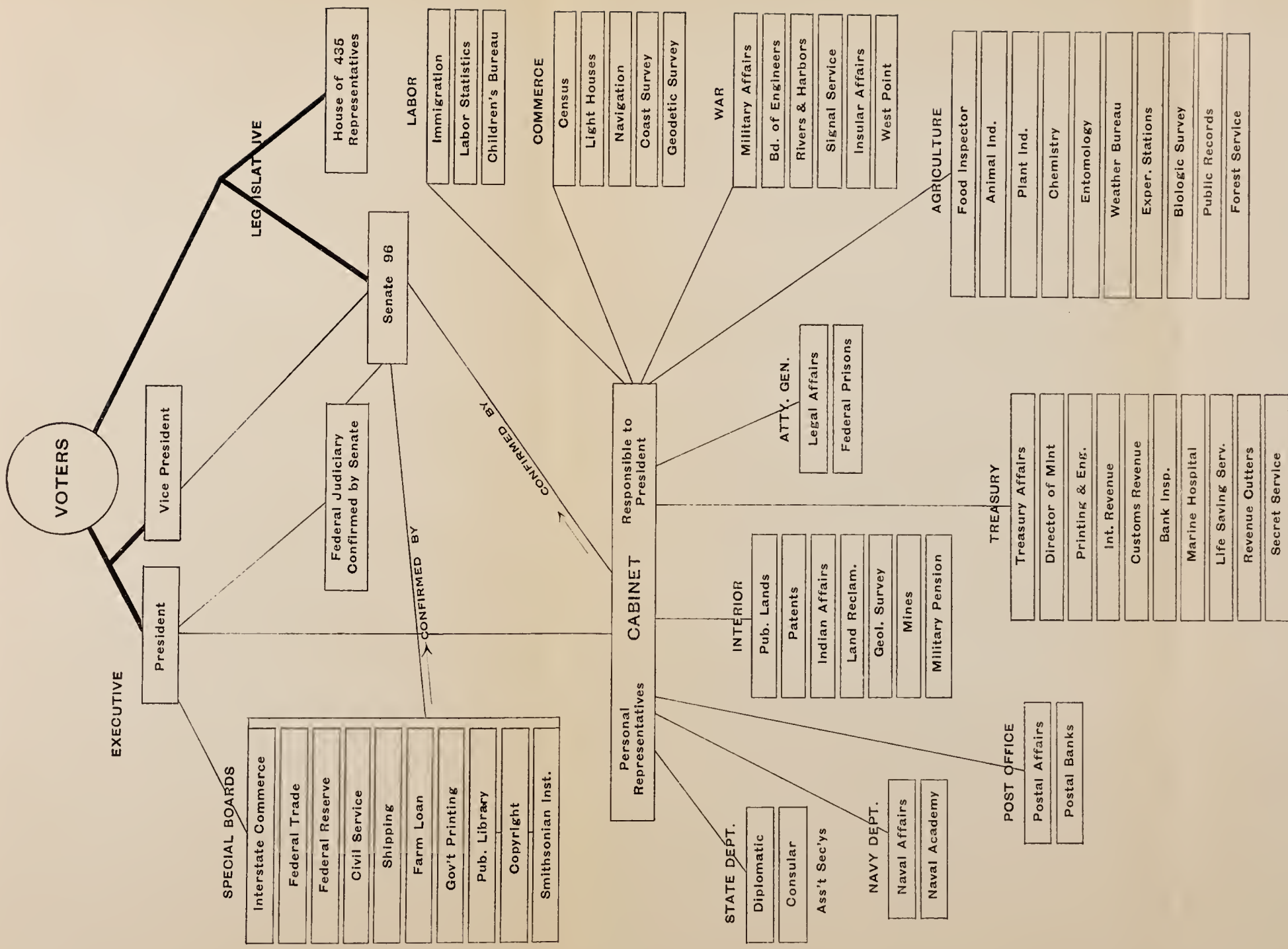
The schools of my county are supported by funds, a part of which came originally from the sale of lands given to the county by the Federal Government. Besides other money raised annually by taxation, the schools receive money from certain fines and fees. The money is apportioned to the schools according to the enrollment and the length of the school term. Public education is carried on in four different kinds of schools, and there are four different descriptions of school districts.

The school districts are common, consolidated, town and city. A common school district is always a rural district and is of small size.

A consolidated district is made up of three or more common districts. If too large for the pupils to walk to school, when two-thirds of the voters approve, the district may furnish free transportation to all children who live over one-half mile from the school house. This form of co-operation affords much better educational facilities.

The town school belongs to a fourth class city (see page 35).

# Organization of Federal Government







Space prevents their enumeration. The student is referred to Dr. Isidor Loeb's "Government in Missouri," The American Book Co., Revised 1916.

See especially the chapter on Taxation.

### *Judicial Branch.*

The Constitution of the United States provides for a system of Federal Courts. All the judges of these Courts are appointed by the President, with the approval of the Senate, and hold office during good behavior. There are no elected judges in Federal Courts.

Missouri has two great districts, Eastern and Western. Each district is again divided.

The Eastern has three subdivisions, St. Louis and Rolla, Hannibal, Cape Girardeau.

The Western into five, Kansas City, St. Joseph, Jefferson City, Springfield and Joplin.

The United States Circuit Court of Appeals is an Appellate Court of last resort for most of the cases properly appealed to it, though under certain circumstances cases may be taken from it to the United States Supreme Court.

These Circuit Courts of Appeal are nine in number, with four judges in each appeals circuit.

Missouri is in the Eighth Circuit and courts of this circuit are held in St. Louis, St. Paul, Minnesota; Denver, Colo., and Cheyenne, Wyo.

### *The United States Supreme Court.*

Experts in judicial history agree that the Supreme Court is the most powerful judicial body in existence in the world today. There are nine judges called "Justices," all appointed by the President with the approval of the United States Senate.

One of these Justices is appointed to each Circuit Court of Appeals and may act, but owing to press of business in the Supreme Court this seldom happens.

The Justices of the Supreme Court are at present:

1. Justice -----, from the state of  
-----, appointed -----
2. Justice -----, from the state of  
-----, appointed -----
3. Justice -----, from the state of  
-----, appointed -----
4. Justice -----, from the state of  
-----, appointed -----
5. Justice -----, from the state of  
-----, appointed -----
6. Justice -----, from the state of  
-----, appointed -----
7. Justice -----, from the state of  
-----, appointed -----
8. Justice -----, from the state of  
-----, appointed -----
9. Justice -----, from the state of  
-----, appointed -----

It will readily be seen that by the power of this court to make a final decision in the interpretation of the laws and of the Constitution, that the personnel of this court is the most important single influence on the basic laws of the land.

The compensation of the Chief Justice is \$15,000.00, and of the Associate Justices \$14,500.00.

Judges of the Appeals Court have \$7,000.00, and the District Judges \$6,000.00. After serving ten years any U. S. judge may retire on full salary after reaching seventy years of age.

## CHAPTER V.

### GENERAL REMARKS ON CITY GOVERNMENT IN MISSOURI.

Conforming to the practice which obtains both for Federal and State Governments, cities also have a written statement of their powers and privileges. These are not called constitutions but "Charters."

These powers and privileges must necessarily be subservient to those exercised by both Federal and State Governments and are formally granted to the cities by the State Assembly.

Further developments and definitions of these powers are passed by the city itself and are known as City Ordinances.

Cities of Missouri are divided into four classes by the state legislature.

First class cities having a population over 75,000 and less than 150,000.

Second class with population over 30,000 and less than 75,000.

Third class with population over 3,000 and less than 30,000.

Fourth class with population over 500 and less than 3,000.

St. Louis and Kansas City have charters drawn by their own representatives and ratified by their voters.

The list of the largest cities in Missouri follows according to the Census estimating population made in 1916:

St. Louis	757,309
Kansas City	297,847
St. Joseph	85,236
Springfield	40,341
Joplin	33,216

Hannibal	21,836
Sedalia	19,449
Webb City	13,821
Jefferson City	13,484
Moberly	12,752
Columbia	12,530

Note: There are about twenty cities of small size possessed of special charters from the legislature granted to them before the bill classifying the cities according to population was passed by the legislature.



## CHAPTER VI.

### THE CITY OF ST. LOUIS.

The City of St. Louis has since its separation from the county of the same name in 1875 combined the functions of both city and county governments, as in addition to city officers it also elects many of the officials belonging to a county.

The Charter under which St. Louis now operates was adopted June 31, 1914. By this Charter the number of elective offices is greatly reduced and responsibility for the conduct of government centered. The offices to be filled for the city government are thirty-one in all, the Mayor, the President of the Board of Aldermen, the Comptroller and twenty-eight Aldermen. These are elected at the Municipal election held in the spring, while the officers belonging to it as a county are elected at the November elections.

The Municipal elections are held the first Tuesday after the first Monday in April every four years.

The last Municipal election was-----

The powers of the city are in three divisions—Legislative, Administrative and Fiscal.

The legislative power is in the hands of a Board of Aldermen, one from each of the twenty-eight wards. These men are nominated in their own wards but elected by the city at large.

The President of the Board is also elected by the city at large and is nominated at large also.

The fiscal affairs are in the hands of the Comptroller, who is nominated and elected by the whole city.

*The Mayor.*

The Mayor of St. Louis is-----

He belongs to the ----- party.

Before his election to the mayoralty he has held the following offices:

-----

-----

-----

His salary is \$10,000.00 and many minor perquisites.

He represents the city as its legal head in all contracts and financial transactions and also represents it as its acknowledged head in every way required.

He has the veto power.

The Mayor and every other elected official is subject to the Recall. This, however, may not be used during the first or last six months of his term.

For the appointive power of the Mayor see the Chart.

*The Board of Public Service.*

The details of the administrative work are carried on by the great Board of Public Service.

This Board is in five parts, and these parts are again subdivided. For an understanding of these, the Chart will give the most complete idea. The Chart was published in the monthly bulletin of the St. Louis Municipal Reference Library for July, 1916, and is copied from it.

The heads of the five boards are appointed by the Mayor and may be removed by him. He is responsible to the electorate for their actions. They are supposed to appoint their own subordinates under the regulations of the Efficiency Board.

*The President of the Board of Public Service is*

-----

His salary is \$8,000.00.

In his office centers the engineering work of the city.

By the Charter, he as well as the chiefs of two of the subordinate departments, i. e., Streets and Sewers and Public Utilities, are obliged to be men of technical training as engineers and to have had in addition at least ten years' experience in the practice of their profession.

The Board of Public Service is required to hold stated regular meetings in their own office, and the proceedings of these meetings must be matters of public record.

There are four main subdivisions.

*The Department of Public Utilities* head is

-----  
His salary is \$8,000.00. His concern is the city lighting, electrical inspection, erection of municipal buildings, municipal power plants, the great and most efficient water department and any other public utility which may be operated by the city.

*The Department of Streets and Sewers* head is

-----  
His salary is \$8,000.00. His department has charge of the city streets, pavements and alleys, the removal and disposal of garbage, construction and repair of sewers, the levees, the harbor and all public markets.

*The Department of Public Safety* head is

-----  
His salary is \$8,000.00. He supervises the Fire Department, the fire and police telegraph and telephone, the inspection of weights and measures, and the building commission, supervising and licensing all structures erected in the city. Also this department supervises the construction of all plumbing, inspects boilers and elevators and is responsible for all efforts to abate the Smoke Nuisance. When the city is permitted to attain Home Rule by the state legislature, this department will be authorized to manage the Police Department and the Excise



Department also. These departments are at present under the control of boards appointed by the Governor of the state and not responsible to the city.

*The Board of Public Welfare* head is

-----  
His salary is \$8,000.00. He has charge of eight subdivisions.

*The Health Department* is in charge of

-----  
Salary, \$5,000.00. His office is in charge of all sanitary ordinances and regulations of the city. In cases of epidemic his authority is almost absolute.

*The Hospital Department* is in charge of

-----  
Salary, \$5,000.00. Conducts all city hospitals and sanatoria.

*The Department of Parks and Recreation* is in charge of

-----  
Salary, \$4,000.00. Has all parks, playgrounds and swimming pools. Also the Open Air Municipal Theater established in Forest Park.

*The Division of Correction* will, when established, have charge of jails and workhouse, also the Juvenile Court and probation system. At date of writing this division has not yet been organized but is administered by the head of the Department of Public Welfare.

*The Legal Aid Bureau* is in charge of

-----  
Salary, \$3,000.00. This department is organized to protect the poor litigant from oppression.



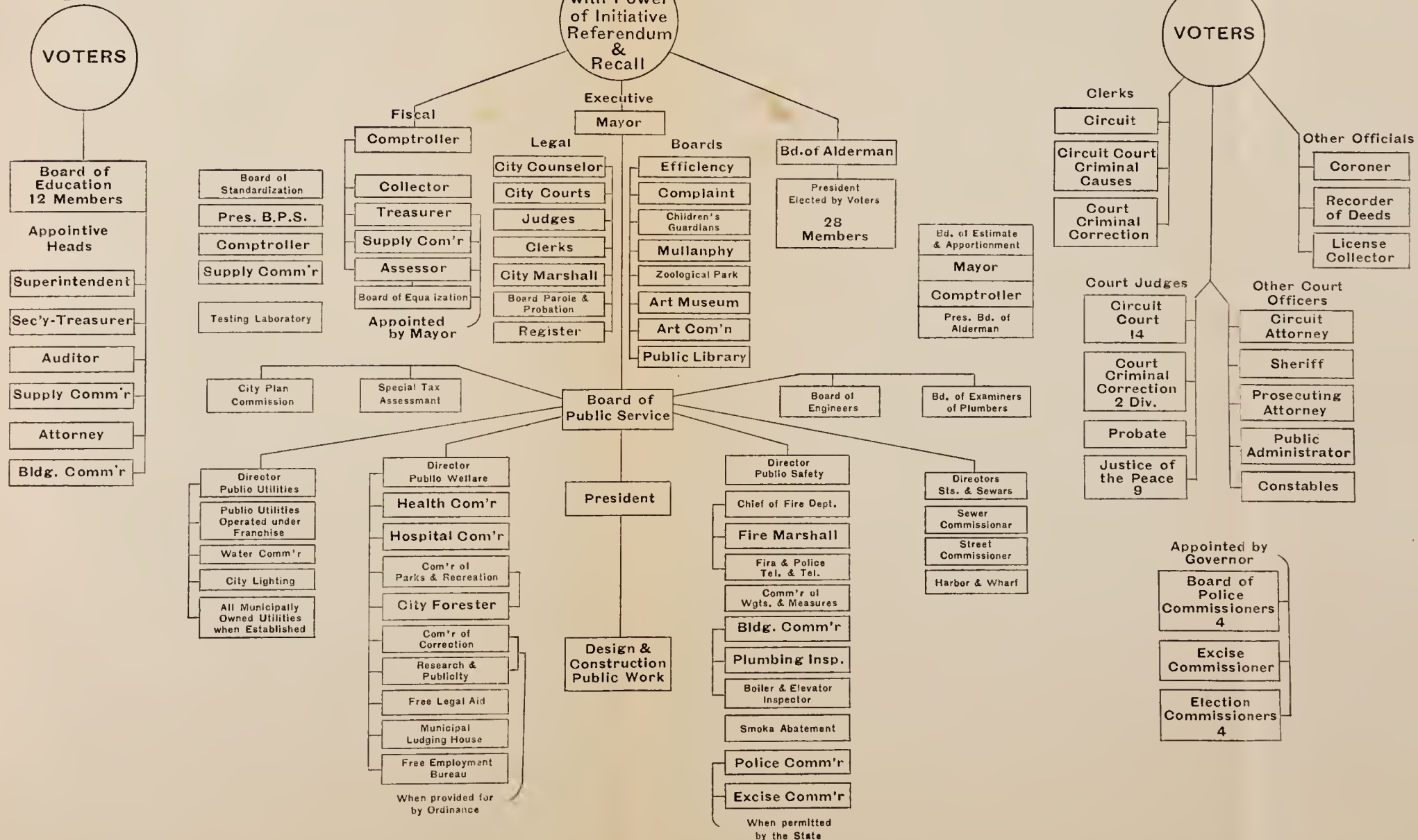
# Organization of the Local Government

St. Louis, Missouri.

## EDUCATION The School District Organization

## MUNICIPAL The City Organization Under Charter

## ORGANIZATION Corresponding to that of a County





*The Municipal Lodging House has*

-----  
 for superintendent. It is organized to provide shelter and, if possible, employment for homeless men.

*The City Forester*

-----  
 is in charge of the city's trees. By a recent tree census there were over seventy-five thousand of these.

A *Department of Research and Publicity*, when provided for by ordinance, may also be established under the Public Welfare Department. This has not yet been done.

*Legal Department.*

The Legal Department of the city is also appointed by the Mayor.

*The City Counselor is*

-----  
 His duty is to act as advisor to the Mayor, the other city officials and the Board of Aldermen, and to represent the city in all litigation. Salary, \$8,000.00.

*The City Marshal is*

-----  
 He has charge of prisoners brought into the city courts, serves their subpoenas and writs. Salary, \$3,000.00. He has deputies who assist him.

There are two Municipal Courts which try offenses against city ordinances. Salary, \$8,000.00.

City Court No. 1 Judge -----

City Court No. 2 Judge -----

The Board of Probation and Parole is made up of Judges of City Courts No. 1 and No. 2.

The Secretary to the Mayor.

The Chief Probation Officer.

The Superintendent of the Workhouse.

*The City Registrar* acts as secretary and is custodian of bills and city documents generally.

He is -----  
Salary, \$4,000.00.

### *Other Boards.*

Besides the Board of Public Service and its subdivisions there are a number of special boards also appointed by the Mayor. These boards are:

*The Efficiency Board.* The duty of this Board is

- 1—To classify employes in public service as to duties and as to pay.
- 2—To examine applicants for positions.
- 3—To certify to the department heads needing employes the three highest candidates from which the head may choose the incumbent.

*The Complaint Board.* Its duty is to receive from citizens and from officials complaints relative to bad service and to refer these complaints to the proper corrective agencies. This Board has proven to be seldom used.

*The Board of Children's Guardians* provides care for neglected and dependent children and for foundlings, places neglected children in foster homes and dependent children, when possible, in their own homes by subsidizing their mothers.

*The Mullanphy Board* administers the large fund accumulated under the will of Brian Mullanphy. This fund is largely expended in immigrant and travelers' relief.

*The Zoological Park Board* administers the municipal tax voted in 1916 for the establishment and maintenance of a zoological park.

*The St. Louis Art Museum Board* is at date of writing in charge of the only free public Art Museum in the United States which is supported by taxation.



*The Art Commission* is a Board for consultation only. It functions in relation to city monuments and buildings.

*The Public Library Board* conducts the affairs of the Public Library, having a central building and seven branches, also many deposit stations. It also circulates traveling libraries in neighborhoods, especially in schools.

Other Boards, whose personnel is made up of city officials, by reason of their office, are:

*The Board of Standardization.* This Board does the city's shopping and consists of the President of the Board of Public Service, the Comptroller and the Supply Commissioner. They maintain a testing laboratory, furnish plans and specifications and establish and maintain standards for supplies. The Supply Commissioner does the actual purchasing.

*The Board of Estimate and Apportionment* consists of the Mayor, the Comptroller and the President of the Board of Aldermen.

This Board is required by law to hold open meetings before the fiscal year opens in April so that citizens may present projects which they consider proper for inclusion in the next year's budget.

*The Police and Excise Offices* are at present under state control.

The affairs of the police are administered by a Board of five men. The Mayor of the city is a member and the other four are appointed by the Governor, two from each of the largest political parties.

The Board is at present:

1. -----
2. -----
3. -----
4. -----

Salary, \$1,000.00 annually.

The number of patrolmen and officers is fixed as to

minimum by state law. All the city legally has to do with them is to pay the bills. Last year out of a total city budget of ----- the police cost -----.

St. Louis has ----- policewomen, who are known as matrons. They are not sworn in.

The Excise Commissioner is

-----  
and is in charge of the licensing and administration of the saloons in the city.

*The Board of Election Commissioners* has charge of the conduct of elections in the city. The officials are appointed by the Governor. There are four in number, no more than two of whom shall be of the same political party. The City and State Committees hand to the Governor lists of desirable men, though the Governor is under no legal obligation to consider them. These lists usually represent the wishes of both State and City Committees. They are:

1. -----
2. -----
3. -----
4. -----

Their salary is \$3,000.00 per annum, and they hold office until their successors are appointed.

### *The Legislative Department.*

The legislative work of the city which includes all final authority relating to appropriations rests in the hands of the Board of Aldermen. All its acts are called ordinances. The Board consists of a President -----, salary \$-----, nominated and elected at large for a four-year term, and twenty-eight aldermen. These aldermen are nominated one by each of the twenty-eight

wards of the city and must be elected by the whole city.  
Salary, \$1,800.00 per annum. They are:

- Ward One -----
- Ward Two -----
- Ward Three -----
- Ward Four -----
- Ward Five -----
- Ward Six -----
- Ward Seven -----
- Ward Eight -----
- Ward Nine -----
- Ward Ten -----
- Ward Eleven -----
- Ward Twelve -----
- Ward Thirteen -----
- Ward Fourteen -----
- Ward Fifteen -----
- Ward Sixteen -----
- Ward Seventeen -----
- Ward Eighteen -----
- Ward Nineteen -----
- Ward Twenty -----
- Ward Twenty-One -----
- Ward Twenty-Two -----
- Ward Twenty-Three -----
- Ward Twenty-Four -----
- Ward Twenty-Five -----
- Ward Twenty-Six -----
- Ward Twenty-Seven -----
- Ward Twenty-Eight -----

Every alderman is elected for four years, but the odd numbered wards elect at a different biennial period from the even numbered.

The aldermen pass upon all bills for improvements, but these bills must originate with the Board of Public Service. They, in general, provide for the welfare of the city by suitable legislation.

I live in the ----- Ward and am represented by

-----  
The Board of Aldermen hold regular meetings each Friday at 4 P. M.

### *The Fiscal Department.*

The Fiscal Department is in charge of the Comptroller. The Comptroller is at present

-----  
Salary, \$8,000.00.

The Collector is a county official. He is

-----  
His salary is \$10,000.00.

The City Treasurer is

-----  
Salary, \$-----.

The Supply Commissioner is

-----  
Salary, \$-----.

He does all the buying for the city.

The Assessor, who superintends the laying of taxes. He is

-----  
The Collector is elected by the voters of the city, but all the other fiscal officers, except the chief fiscal officer,



the Comptroller, are appointed by the Mayor. All matters relating to the revenues and expenses of the city must come through this office.

The government of the city of St. Louis cost last year-----

There was collected -----

The tax rate for St. Louis is ----- cents on every one hundred dollars.

The Bonded Debt is -----

The Floating Debt is-----

Last year there was (or was not) a deficit.

The Municipal Budget for next year is estimated at-----

A careful study of the Chart appended, which is a copy of the Chart published by the St. Louis Public Library in the Bulletin, July, 1916, will show most graphically and simply the relations of all the city officials to the voter, with their classifications and authority.



A city school district belongs to cities of the special, first, second or third classes (see page 35).

There are four kinds of public schools: Common or elementary, High, State Normal (five in number), and the State University.

The general supervision of the schools is, by statute, in the hands of the State Board of Education, with a State Superintendent as president of the Board. The other members of the State Board are:

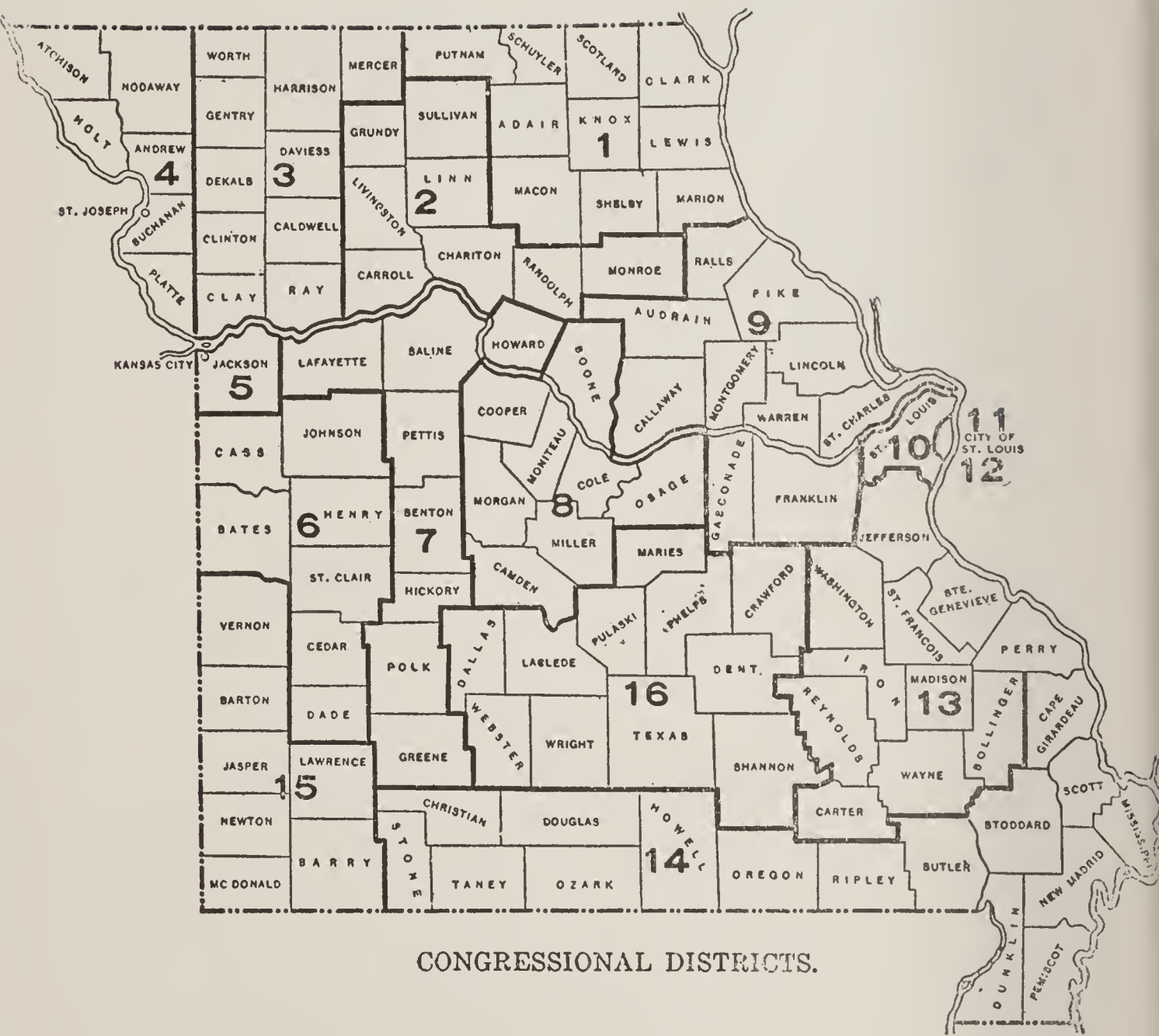
The Governor of the State,  
The Secretary of State and  
The Attorney-General.

There are rural and city boards elected for three years except in certain cities.

The school board members for my district are:

1. -----
2. -----
3. -----

Each county also elects a county superintendent of schools.



CONGRESSIONAL DISTRICTS.



## CHAPTER III.

### STATE GOVERNMENT.

*(For Rural and City Voter.)*

Except for certain rights, such as control of foreign relations, collection of customs, conduct of postal system, etc., which the individual states when ratifying the Federal Constitution agreed should be given to the custody of the Federal Government, the constitution of each state is the supreme law within its borders.

The state constitution, however, cannot interfere with any power granted to the Federal Government, nor can the Federal Government act in any matter which has been left to the regulation of the state.

The Missouri Constitution was adopted in 1820 and has been revised in 1845, 1865, 1875, with no revisions since. That this constitution is admittedly outgrown is proved by the many amendments offered at each session of the state legislature.

All state powers are divided into three classes—Legislative, Executive and Judicial.

#### *Legislative Branch.*

The duty of the legislature is to make laws for the state, subject to the acceptance of these laws by the courts as to their "constitutionality." The laws when passed are also subject under certain conditions to a referendum to the voters (see page 22).

The laws when properly passed by the legislature and approved by the Governor are the laws of the state, unless declared unconstitutional by the courts or rejected by a referendum.

A county is divided into as many Legislative Districts as its population warrants. There is at least one legis-

lative representative from each county, and there may be more, depending on the number of Legislative Districts into which the county is divided, one to each district, except in St. Louis, where four districts each elect three Representatives, and two districts each elect two Representatives.

My county has \_\_\_\_\_members in the state legislature.

Or

My city has \_\_\_\_\_ members in the state legislature.

Their names are \_\_\_\_\_ from \_\_\_\_\_

Missouri is divided into thirty-four Senatorial Districts, each District electing one Senator.

My county is in the \_\_\_\_\_Senatorial District and my Senator is \_\_\_\_\_

My city contains \_\_\_\_\_ Senatorial Districts and my Senators are \_\_\_\_\_ from \_\_\_\_\_

These Senators and Representatives are elected at a biennial election every alternate November.

There are at present one hundred and forty-two Representatives comprising what is known as "The House" or House of Representatives, and the thirty-four Senators comprise what is known as the "Upper House" or Senate. The combined bodies are known as the State Legislature or the Missouri General Assembly.

The legislature meets at Jefferson City every odd numbered year on the first Wednesday after New Year's Day as its regular session. Special sessions may be called by the Governor. Every ten years a session of extra length is held known as a "Revising Session." At this session the state statutes are revised. The present revised statutes make three large volumes, or over forty-two hundred pages.

Members of each House get five dollars a day for seventy days and one dollar a day for all time thereafter,

except in revising sessions, where they receive five dollars a day for one hundred and twenty days.

In addition mileage is paid and a certain amount of money is spent upon clerk hire. The last legislature had 201 clerks at a cost of \$81,540.00.

The president pro tem. of the Senate is elected by the Senate, but the regular presiding officer is the Lieutenant Governor.

The Speaker of the House is elected by the House from its own members. There are 47 committees in the House.

There are 32 committees in the Senate.

These committees have all proposed bills referred to them after their first reading, and in these committees the bills' chances for passage are generally determined.

### *How Laws Are Made.*

Any member of either House may introduce a measure for passage. This measure is known as a "bill." Any person or group of persons also may do so if a member can be found who will introduce it. The bill, after being introduced, is ordered printed and sent to the proper committee. The committee returns it with or without recommendation, or if it chooses may let it "die," that is, remain until disposed of by the closing of the session.

It is placed on the "calendar" and takes its turn in coming to a vote. By consent it may be acted upon out of its turn.

If passed by a majority, the bill goes to the other House to meet similar proceedings. If amended in the second House it must go back to the first to have these amendments accepted or rejected. If the amendments are rejected the bill goes to a Conference Committee composed of members from both Houses. If the Conference Committee agrees on the measure, its report is usually ac-



cepted and the bill duly passed by both Houses. It must then be signed by the Governor. Ninety days after the adjournment of the legislature must pass before the law becomes effective, unless it is passed as an "Emergency Measure." Should the Governor veto a bill it goes back to the legislature for reconsideration, but may be passed by a two-thirds vote over his veto. Should he fail to act either favorably or unfavorably, the General Assembly may order the bill enrolled as "passed."

### *Initiative and Referendum.*

Missouri has the Initiative and Referendum.

The Referendum is, as its name implies, the referring back to the electorate (the voters) for its approval or disapproval of a law passed by the Assembly. The Referendum may be invoked when five per cent of the voters in two-thirds of the Congressional Districts of the state do not approve of any law passed by the legislature and sign petitions so declaring themselves. The petitions must be filed with the Secretary of State within ninety days after the adjournment of the legislature. The law in question does not then go into effect but at the next election must be submitted to the voters. So far four measures have been submitted, all failing of passage.

The Initiative provides for making laws without using the legislature. In Missouri the same rules govern the Initiative as the Referendum as to the number of signatures to the petitions.

Initiative petitions must be filed with the Secretary of State at least four months before the general election at which the question must be submitted.

So far twelve measures have been submitted. All failed of passage. Only about one-half and in some parts of the state as low as one-fifth of those voting expressed themselves on these measures.

It is evident that for either the Initiative or the Refer-



endum education is necessary by an impartial publication of all arguments. This is done in Oregon, and there two-thirds of the voters pass on such measures.

### *Administrative Branch.*

The Governor of Missouri is -----, elected in ----- by the ----- party. His salary is \$5,000.00 annually, a furnished residence and other perquisites. His term expires ----- He may not be re-elected for two terms in succession. Although his powers are generally administrative, yet his authority to veto a bill makes him an important factor in legislation. His veto may be over-ruled, but it takes a two-thirds vote of both Houses of the Assembly. He may also call special sessions to consider measures of importance and may send recommendations to the regular session. These are known as "Administration measures."

The Governor has authority to reprieve (postpone punishment), commute (reduce punishment) and pardon (set free). He may also parole (release pending good behavior).

He represents the State in its relation to other States, and to the Federal Government. He is Commander-in-Chief of the State Militia (five regiments) and may for duty inside the State call it out when he thinks it necessary. He may also call on the Federal authority for the use of Federal troops.

He issues commissions to State and County officers and appoints the following Boards and officials:

Agriculture	Capitol Commission
Accountancy	Charities and Corrections
Barbers' Examiners	Dental Examiners
Boards in charge of State Educational and Charitable Institutions	Factory Inspection
Building and Loan Supervisors	Hotel Inspection
Beer Inspection	Embalming
	Fish Commission
	Food and Drug Commission

Fruit Experiment Station	Osteopathic Examination and
Geology and Mines	Registration
Health	Petroleum Oils Inspection
Highway Department	Pharmacy
Horticulture	Poultry
Insurance	Public Service Commission
Labor Statistics	State Fair
Land Reclamation	State Game and Fish
Mines and Mine Inspection	State Prison Board
Library Commission	State Tax
Military Department	Veterinary Examiners
Nurses' Examination and Reg- istration	Warehouse Department

These Boards and offices are unco-ordinated as to relative importance both as to power and to salaries. Only those Boards over whom the Governor has power of removal are responsible to him.

### *Executive Officers.*

The other executive officers are:

The Lieutenant-Governor, -----, belonging to the ----- party. His term expires -----  
----- His salary is \$1,000.00. His duty is to act as Governor when the Governor, because of absence, illness or any other reason, is incapacitated. He also presides over the Senate when that body is in session and for his services receives an addition to his salary of \$7.00 per day.

The Secretary of State, -----, belonging to ----- party. His salary is \$3,000.00 annually and he is allowed many clerks to assist him in his duties of keeping the journals and other books necessary to state business. He is the custodian of the state seal, and all nomination and election returns must be filed in his office. He publishes the official manual of the state known as the "Blue Book." It is his business to grant charters to corporations, register chauffeurs and motor cars, is state land agent and ex-officio member of many boards.

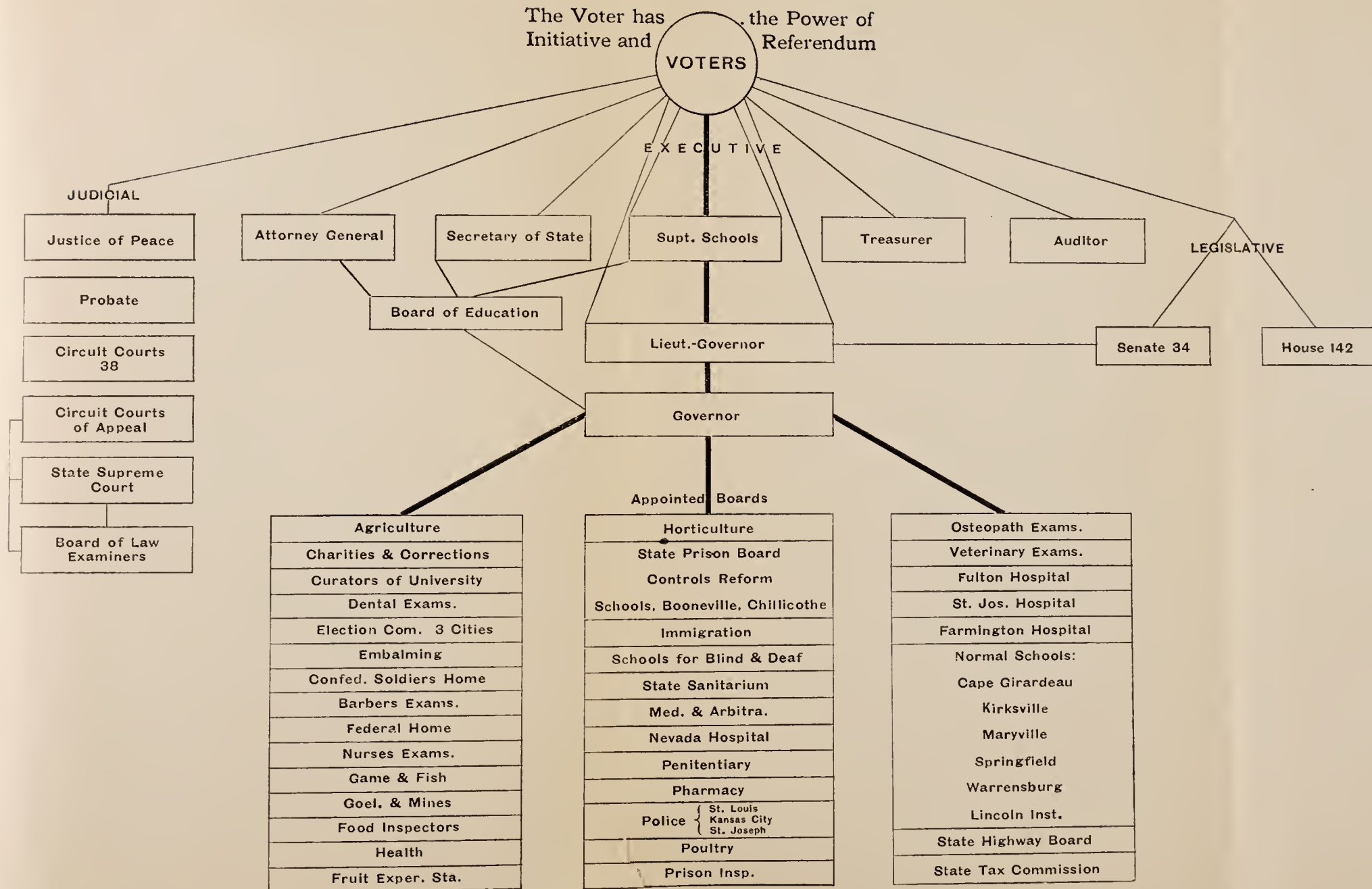
The State Auditor, -----, salary, \$3,000.00, has the general duties of an auditor.

The State Treasurer, -----, salary, \$3,000.00, fulfills the usual duties of a treasurer. He may not be re-elected for two consecutive terms.

The Attorney-General, -----, salary, \$3,000.00, is advisor to the Governor and the Assembly. He conducts all legal proceedings for the state.

# Organization of the State Government

Missouri.







The Superintendent of Schools, -----, salary, \$3,000.00, grants certificates to teachers, and has general charge of the schools.

### *Judicial Branch.*

Courts are divided into Civil and Criminal divisions and are in order of their rank as follows, beginning with the lowest:

1. Justice of the Peace Courts in both city and rural districts.  
Municipal Courts in the cities, with the Court of Criminal Correction in St. Louis.
2. Circuit Courts.
3. Courts of Appeals.
4. State Supreme Court.

There is also in every county and the City of St. Louis a Probate Court which has to do with the administration of estates and wills, guardianship and curatorship.

There are thirty-eight judicial circuits in Missouri.

My county belongs to the ----- Circuit and the Judge of the Circuit is -----, elected for six years.

My city belongs to the ----- Circuit and the Judges of the Circuit are -----, elected for six years.

The Circuit Clerk is -----, also elected.

The Prosecuting Attorney is -----, also elected.

His duty is to give legal advice to the governing body in each county known as the County Court, and to look after civil cases. His chief duty is the prosecution of all charged with violation of the state statutes.

A Grand Jury of twelve citizens usually meets at the time the Circuit Court is held. Violations of law are inquired into, and if they decide that certain persons are probably guilty of serious crimes, these persons are indicted by the jury. Sometimes the formal charge of crime is made by the prosecuting attorney, and is called an Information.

The Courts of Appeals were created to relieve the State Supreme Court. There are three such courts in Missouri,

sitting respectively in St. Louis, Kansas City and Springfield. The Judges are elected for a term of twelve years.

The Judges of the Appeals Courts in my Judicial Districts are:

1. -----
2. -----
3. -----

### *State Supreme Court.*

The State Supreme Court has seven Judges elected for ten years. These Judges choose from among their number the Chief Justice. For convenience the Court is divided in two divisions and the Judges also hear cases as a whole. In order to relieve the Supreme Court of congestion, four commissioners have been appointed who assist the court.

## CHAPTER IV.

### THE FEDERAL GOVERNMENT.

At first each of the thirteen original states were independent and had within itself all powers of government.

When by common consent of all the states the Federal Constitution was formed these independent and sovereign states agreed to the mutual relinquishment of certain of these powers and gave them over to the newly formed Federal Government.

The Federal Government then has only the powers which were at this time given it, and afterwards added to by amendments to the Constitution. The Constitution may be amended by a resolution proposed by a two-thirds vote in each house of Congress, and when passed the amendment must be referred to the legislatures of all the states for ratification. The Amendments do not become part of the Constitution until ratified by the legislatures of three-fourths of the states.

#### *Divisions of the Federal Government.*

Like the State Government, the Federal Government is separated into three parts, Executive, Legislative and Judicial.

Legislative. The National Legislature is called the Congress. It consists of two houses, the House of Representatives and the Senate. The number of members in the House of Representatives is based on the population of their districts. The ratio is fixed by Congress once in ten years. The general belief is that the ratio will have to be greatly enlarged, because the House is becoming too unwieldy as the population of the United States increases.



The House now consists of four hundred and thirty-five members, a body too large efficiently to handle business. No matter how small the population of any state might be, each state has a right to at least one Representative.

Missouri has sixteen Representatives elected for two years, each from a Congressional District.

I live in the \_\_\_\_\_ Congressional District

and my Representative is \_\_\_\_\_

He was elected \_\_\_\_\_

He is a \_\_\_\_\_ (state party).

The United States Senate is made up of two Senators from each state. The state representation in the Senate, therefore, has nothing to do with the size or population of the state.

The two Missouri Senators are:

1. \_\_\_\_\_ from \_\_\_\_\_

2. \_\_\_\_\_ from \_\_\_\_\_

They were elected in \_\_\_\_\_ for a term of six years.

The Senators are divided into three groups, and the terms of all in each group expire at the same time.

The Vice-President of the United States is the presiding officer of the Senate.

The sessions of both Houses are held at the Capitol in Washington, D. C. The sessions are annual, beginning on the first Monday in December. The "Long Session" occurs in each odd numbered year and lasts until it is adjourned. The "Short Session" lasts only until March 4. In the Congress, the committee system is even more important than in the state legislatures. A place on an important committee is a distinct sign of usefulness of the incumbent to the party.



My Representative, Congressman \_\_\_\_\_,  
is on the following committees:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Our Missouri Senators are on the following committees:

1. Senator \_\_\_\_\_ is on

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Senator \_\_\_\_\_ is on

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Ordinary bills need for passage in the Congress only a majority of the members present, provided there is a quorum.

### *Legislative.*

The course of a bill through both Houses is directly comparable with the procedure in the state legislatures, and when passed by both Houses the President has ten days in which to sign, or veto it. If he does not sign it, it becomes a law without his signature, unless Congress by its adjournment prevents its return within ten days.

Every bill becomes effective as soon as passed and signed, unless otherwise provided by the terms of the act.

### *Executive.*

The President of the United States holds the most important and most powerful office in the world.

By the Constitution he is granted powers which exceed the powers of any so-called "Constitutional" monarch. He is legally elected by electors chosen by the voters.

The electors, after being chosen and sworn, meet in their respective state capitols on the second Monday in January and cast their ballots for the President and Vice-President, already known to be the people's choice since within a day or two after the first Tuesday in November. These ballots of the different state electors are sent to Washington and are counted on the second Wednesday of February, and the President of the Senate formally declares the successful candidates for President and Vice-President.

This is the method prescribed by the Constitution. What happens, in addition, is the real election, as follows:

### *National Nominating Conventions.*

The National Nominating Conventions are held usually in June or July of the year preceding the November elections.

The conventions are made up of delegates from each state. Each state is entitled to twice as many delegates\* as it has Senators and Representatives in the Congress of the United States. Each of the several parties holds a convention and nominates candidates. Each also draws up a statement of its principles called a "Platform."

The "Campaign" lasts until election day, which is the first Tuesday after the first Monday in November of every year divisible by four, and the choice of the candidates put forth by the various parties is definitely made, and the nation does not have to wait for the formalities carried out by the electors to know who is to be the national head for the next four years.

### *Presidential Term.*

While the term is for four years, a strong man is frequently elected to a second term. The President's salary

\*NOTE:—The Republicans in 1914 changed this rule in relation to the Republican National Convention.

is \$75,000.00, an official residence and many minor emoluments.

The Vice-President is chosen at the same time and in the same manner as the President. He receives a salary of \$12,000.00. His official duty is to preside over the sessions of the Senate. Otherwise he exists mainly to provide for the succession of the presidency in case of misfortune.

### *Powers of the President.*

The powers of the President may be classified:

Appointment and Removal.

Influence over Legislation, including the Veto.

Certain powers in the Conduct of Foreign Affairs.

Pardoning Power.

Commander-in-Chief of the Army and Navy.

The President appoints every administrative officer except the Vice-President. He represents the United States in all dealings with foreign powers.

His is Commander-in-Chief of the Army and Navy, though Congress can curb or sustain him by refusing or granting funds for the maintenance of the forces he commands.

Given these funds, he is, during war, supreme in power, except as limited by the Constitution.

The President has great weight in legislation. He writes and lately personally reads the messages written to Congress, thus greatly inspiring and influencing legislation.

He may call extra sessions and may veto bills which Congress has passed, although in turn these bills may again be passed over his veto by an antagonistic Congress; but require a two-thirds majority.

He has power to reprieve, commute and pardon.

### *The Cabinet.*

In order that the one man who at one time has to fulfill all these various responsibilities may properly do



so, he is given needed assistance. No such assistance is legally provided by the Constitution, yet the President is granted power to appoint what is known as his "Cabinet." These cabinet members must be approved by the Senate. Each cabinet officer is supposed, in his particular department, to be the substitute and personal representative of the Chief Executive, although the President is under no legal obligation to follow their advice.

These "Secretaries" or Cabinet heads are:

Secretary of State -----  
 Secretary of the Treasury -----  
 Secretary of War -----  
 Secretary of the Navy -----  
 Secretary of Agriculture -----  
 Secretary of Commerce -----  
 Secretary of Labor -----  
 Secretary of the Interior -----  
 The Attorney-General -----  
 The Postmaster-General -----

The salary of each of these officials is \$12,000.00.

There are, of course, numerous Assistant Secretaries, and each department is variously subdivided into Bureaus and Offices.

Each is again split into Divisions.

Bureau Heads are called Commissioners and Division Heads are Chiefs.

As the business of the Government increased new departments have been added and fitted in to such of the main departments as could most conveniently be arranged to receive them, consequently the subdivisions do not always appear most closely related to the main departments.



## CHAPTER VII.

### KANSAS CITY.

Kansas City is classified as a "special city" and in 1889 was granted by the legislature the right to make its own charter. The present charter was adopted in 1908.

Its elected officials are:

Mayor -----, salary, \$5,000.00.  
Comptroller -----, salary, \$4,000.00.  
Treasurer -----, salary, \$4,000.00.  
Judge of Municipal Court No. 1-----, salary, \$2,250.00.  
Judge of Municipal Court No. 2-----, salary, \$2,250.00.

The voters also elect the two Houses of Council, as the Legislative Department is called.

The Upper House consists of sixteen members, elected by the city at large every even numbered year for a term of four years. One of them is known as the President of the Upper House. They are:

1. President -----	9. -----
2. -----	10. -----
3. -----	11. -----
4. -----	12. -----
5. -----	13. -----
6. -----	14. -----
7. -----	15. -----
8. -----	16. -----

They are all paid \$300.00 per year.

Their regular meeting is held -----.

The Lower House of Council consists also of sixteen

members, one from each ward, elected from their wards for a two-year term. Their presiding officer is called the Speaker of the Lower House. They are:

Speaker -----	from ward-----
1. -----	9. -----
2. -----	10. -----
3. -----	11. -----
4. -----	12. -----
5. -----	13. -----
6. -----	14. -----
7. -----	15. -----
8. -----	16. -----

The Mayor is elected every two years.

The Mayor appoints the City Counselor.

City Counselor -----, salary, \$5,000.00.

Secretary to the Mayor -----, salary, \$1,800.00.

The Mayor also appoints:

City Assessor -----, salary, \$3,000.00.

City Auditor -----, salary, \$3,000.00.

City Purchasing Agent -----, salary, \$3,000.00.

These three officials must have their appointments confirmed by the Upper House of Council.

The Upper and Lower Houses of Council appoint the City Clerk.

City Clerk -----, salary, \$3,000.00.

The following offices are under civil service:

Commissioner of Street Cleaning-----, salary, \$3,000.00.

Supt. of Buildings -----, salary, \$2,000.00.

Assessor and Collector of Water Rates-----, salary, \$2,500.00.

City Electrician -----, salary, \$1,800.00.

Gas Inspector -----	salary, \$1,800.00.
License Inspector -----	salary, \$1,500.00.
Inspector Weights and Measures-----	salary, \$1,200.00.
Inspector of Elevators-----	salary, \$1,200.00.
Market Master -----	salary, \$2,100.00.
Mechanical Engineer -----	salary, \$2,100.00.
Boiler Inspector -----	salary, \$1,500.00.
City Forester -----	salary, \$1,500.00.
Food and Dairy Inspector-----	salary, \$2,400.00.
Sanitary Inspector -----	salary, \$1,200.00.
Chief of Fire Department -----	salary, \$3,200.00.
City Engineer -----	salary, \$4,000.00.
Supt. of Parks -----	salary, \$3,600.00.

The Board of Public Works consists of three members, appointed by the Mayor and confirmed by the Upper House. They elect their own president.

1. President -----, salary, \$1,500.00.
2. -----, salary, \$1,000.00.
3. -----, salary, \$1,000.00.

The Board of Fire and Water Commissioners is also appointed by the Mayor and confirmed by the Upper House. They are three.

1. President -----, salary, \$1,500.00.
2. -----, salary, \$1,000.00.
3. -----, salary, \$1,000.00.

The Board of Election Commissioners is appointed by the Governor for a term of three years, each has a salary of \$2,500.00, of which one-half is paid by the city and one-half by the county, for Kansas City is a part of Jackson County.

The Governor appoints one as Chairman and one as

Secretary, and it is provided that these two shall not belong to the same political party. The four are chosen, two each, from a list of names submitted to the Governor by the State Committees of the two leading political parties.

There is a Board of Park Commissioners (unsalaried), appointed by the Mayor. They are:

1. -----
2. -----
3. -----

They appoint a Landscape Architect -----.

Salary, \$3,000.00. Secretary ----- Salary, \$1,800.00.

The Hospital and Health Board is also appointed by the Mayor and is unsalaried. They are:

1. -----
2. -----
3. -----

The Board of Public Welfare, three unsalaried members, appointed by the Mayor.

1. -----
2. -----
3. -----

The Board of Police Commissioners, of which the Mayor, the Mayor's secretary and Excise Clerks are ex-officio members. In addition, there are two members appointed by the Governor.



## CHAPTER VIII.

### THE CITY OF ST. JOSEPH.

St. Joseph is a city of the "first class" and has the right to own property for parks, cemeteries, waterworks, gas, heat and light plants, hospitals and workhouses.

The following officers are elected biennially, the first Tuesday after the first Monday in April, and hold office for two years:

Mayor .....	\$3,600.00.
Treasurer .....	\$2,400.00.
Auditor .....	\$2,400.00.
Police Judge .....	\$1,500.00.

The Mayor fulfills the usual duties of the office and has the veto power, but the Common Council may pass a bill over his veto by a four-fifths majority. In the absence or disability of the Mayor, the President of the Council acts in his stead.

The Mayor appoints the following officers:

City Counselor .....	\$3,600.00.
His duty is to act as legal advisor to the Mayor, the Council and any city official.	
Comptroller .....	\$2,400.00.
He is general supervisor of the revenues and appropriations and has charge of all financial policies.	
Assessor .....	\$2,100.00.
He performs the usual duties.	
Chief of Fire Department (under civil service) .....	\$2,400.00.
Inspectors of Building and Plumbing .....	\$1,800.00 each.

Weighmaster, Marketmaster, Superintendent of Workhouse and Manager of the Dog Pound are also appointed by the Mayor.

The Public Works of St. Joseph are in the hands of a Board, also appointed by the Mayor. The three members are:

1. President -----, \$1,800.00.
2. -----, \$1,000.00.
3. -----, \$1,000.00.

The Mayor also appoints the Board of Park Commissioners, three in all, who serve without salary. Also the Board of the Public Library, seven. Also unsalaried.

The Welfare Board is made up of eight members and is unsalaried. Three are appointed by the Mayor. Three by the County Court. The Mayor and the Judge of the County Court act ex-officio.

Three Police Commissioners are appointed by the Governor and they appoint the police, but the amount of revenue spent for this department must not exceed one-sixth.

The legislative body of the city is the Common Council. There are five members:

1. President -----
2. -----
3. -----
4. -----
5. -----

They elect their own president.

Their annual meeting is the third Monday in April and the regular meeting occurs on the first Monday in the month. The Mayor may call special meetings.

They appoint the City Clerk ----- \$1,800.00.

They are paid ten dollars for each meeting attended,

but the number of meetings in the year is limited to thirty, for which compensation may be given.

They are elected at large. A majority makes a quorum and they may compel attendance of absent members. Their sessions are obliged to be public, with no secret ballots, and a journal must be kept of their proceedings. The president must sign all bills in open session.

If the Mayor wishes to remit fines, the consent of the Council is necessary, and they may reject his appointees by a four-fifths majority. They are elected for four years.

The police judge is in charge of the city court, where all offenders against city ordinances are tried.





## CHAPTER IX.

### THE CITY OF SPRINGFIELD.

In 1913 the Missouri legislature adopted the plan of putting all the cities of the second class in Missouri under the Commission form of government. It was also made possible for cities of the third class, should they so choose.

The object of the change was to do away with the influence of party politics in city elections, to center responsibility and to simplify elections.

The government is in the hands of a commission of five, one of whom is the Mayor, who is the head of the Department of Safety and Public Affairs.

The Mayor is -----, \$200.00 per month.

The other Commissioners are:

Revenue -----.

Health and Sanitation -----.

Streets and Public Improvements -----.

Public Property and Public Utilities -----.

All have \$150.00 per month.

There is a Park Board, unsalaried, of nine:

- |          |          |
|----------|----------|
| 1. ----- | 6. ----- |
| 2. ----- | 7. ----- |
| 3. ----- | 8. ----- |
| 4. ----- | 9. ----- |
| 5. ----- |          |

There is an unsalaried Public Library Board, also nine:

1. -----

2. -----

3. -----

4. -----

5. -----
6. -----

7. -----

8. -----

9. -----

Each Commissioner appoints the subordinates of his department and is responsible for their actions.

Department of Revenue has

- Auditor -----, at \$145.00 per month.
- License Inspector -----, at \$100.00 per month.
- Teller -----, at \$ 85.00 per month.

Health and Sanitation has

- City Physician -----, at \$ 65.00 per month.
- City Physician -----, at \$ 65.00 per month.
- Sanitary Inspector -----, at \$140.00 per month.
- Food Inspector -----, at \$110.00 per month.

Streets and Public Improvements has

- City Engineer -----, \$126.67 per month.
- Field Engineer -----, \$ 90.00 per month.
- Supt. of Streets -----, \$110.00 per month.
- Assistant Superintendent -----, \$ 85.00 per month.

Public Property and Public Utilities has

- Sexton -----, \$ 85.00 per month.
- Building Inspector -----, \$105.00 per month.
- Supt. of Charities -----, \$ 75.00 per month.

Beside the five Commissioners and their departments there are:

Municipal Judge -----, \$125.00 per month.

He has charge of the Municipal Court to try all violations of city ordinances.

City Clerk -----, \$133.33 per month.

He fulfills the usual duties of a clerk.

Assistant City Clerk -----, \$100.00 per month.

Plumbing Inspector -----, \$110.00 per month.

Electrical Inspector -----, \$110.00 per month.

They have charge of all such work in the city.

There is also an unsalaried board of nine members in charge of the Children's Home.





CHAPTER X.  
CITY OF JOPLIN.

Joplin, being a city of the second class, was put under the Commission form of government following the act of the legislature of 1913.

There are five Commissioners, one of whom is the Mayor. The Mayor is ex-officio head of the

Safety and Public Affairs. The others are:

Revenue,

Health and Sanitation,

Streets and Public Improvements,

Public Properties and Public Utilities.

The Mayor is -----, \$200.00 per month.

Under his care are the

Police Department,

Fire Department.

The Mayor represents the city as its official head.

Revenue Commissioner is -----, \$150.00 per month.

Auditor -----, \$150.00 per month.

Health and Sanitation -----, \$150.00 per month.

City Physician -----, \$100.00 per month.

Food and Milk Inspector-----, \$ 90.00 per month.

Streets and Public Improvements-----, \$150.00 per month.

City Engineer -----, \$150.00 per month.

Field Engineer -----, \$100.00 per month.

Supt. of Streets -----, \$110.00 per month.

Assistant -----, \$ 85.00 per month.

Public Property and Public Utilities-----, \$150.00 per month.

Sexton -----, \$100.00 per month.

Market Master -----, \$ 75.00 per month.

There is a Park Board of nine unsalaried members :

- |          |          |
|----------|----------|
| 1. ----- | 6. ----- |
| 2. ----- | 7. ----- |
| 3. ----- | 8. ----- |
| 4. ----- | 9. ----- |
| 5. ----- |          |

The Public Library Board is also of nine unsalaried members.

- |          |          |
|----------|----------|
| 1. ----- | 6. ----- |
| 2. ----- | 7. ----- |
| 3. ----- | 8. ----- |
| 4. ----- | 9. ----- |
| 5. ----- |          |

For responsibilities and powers of Commissioners see Springfield.

There is also an unsalaried Children's Home Board of nine members.









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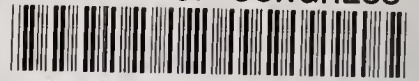


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